



## **NURSERY ADMISSIONS POLICY**

### **1.0 Overview**

At Newport Primary School, we can currently offer 56 Nursery places. These places are split between morning and afternoon, each session being comprised of 28 children. The sessions offered are for a period of 3 hours.

Morning session runs from: 8.50 to 11.50  
Afternoon session runs from: 12.15 – 3.15

Your child can be considered for a nursery place from the start of the term following their third birthday. In some circumstances, a child may be able to take up a nursery place as soon as they turn 3 years old, however, this would not be possible if the Nursery is full.

We also have a small number of places for two year olds who will turn two within their term of admission. These places are strictly limited due to pupil:staff ratios and will only be offered if there are spaces in Nursery and no three year olds are on the waiting list.

### **2.0 Applying for a place**

If you would like your child to have a place in our Nursery you must complete an application form, preferably when your child is 2 years old. The application will be considered by the Early Years Team who will apply the admissions criteria. A member of staff will review the paperwork and availability of places. On occasion, parents/carers may be invited in to meet with school staff to discuss the application and needs of the child. If a place is available that meets the needs of your child, you will be contacted to arrange a start date. Once the paperwork is complete your place is compulsory. If your child does not attend within two weeks of your start date the place will be given to the next child on the waiting list.

### **3.0 Admissions Criteria**

In the event that the school is over subscribed for Nursery Places, the following criteria will be used to allocate the 56 available spaces. This criteria is in accordance with 'The School Admissions Code'. Length of time on the waiting list will not be taken into account when applying the criteria. The criteria is set out in order of priority but there is no priority within each category.

A – A child that is 'Looked After' or has been previously looked after by the local authority. (see 2.9 of the School Admissions Code)

B – A Child with an Education Health Care Plan (EHCP) and where recommendation has been made by a health visitor, educational psychologist, social worker, education welfare officer or outreach worker that the child would benefit from nursery provision on the basis of their special educational needs. (see 2.8. of the School Admissions Code)

Examples of Special Needs are:

- Physical difficulties
- Social and Emotional difficulties
- Emotional and behavioural difficulties
- Lack of personal stimulation and interaction

- Speech and language problems
- Visual difficulties
- Hearing difficulties

NB – additional information may be needed as evidence of any of the above criteria.

C – Children with social needs identified by the Early Years Team from the application process.

Examples of these needs are as follows

- Children on the Child Protection Register
- Children who are in the sole custody of grandparents.
- Children who are from a one parent family.
- Children who have confined play space.
- Children from a large family with 4 or more siblings.
- A child who has 2 or more siblings under the age of 4.
- Children with parents under the age of twenty.
- A child with parents with a disability.
- Children who were multiple births – twins, triplets.
- A child with English as an additional language.

NB – additional information may be needed as evidence of any of the above criteria.

D - Children living with a brother or sister with significant disabilities as described in A.

E – Children living with a brother or sister that will STILL be attending Newport Primary School in the term the child starts school.

F – If more applications are made than we have places for, children in the year before they start school will be given priority and then preference will be given to children who live the shortest distance from school. *This will be measured in a straight line from the entrance of the school to the entrance of the property the child lives in.* In the case of 'shared parental responsibility' the 'home address' of the child will be considered as the one in which they spend the majority of the week during 'term time'.

Entry to Nursery DOES NOT guarantee a school place. A separate application is required for school places.